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12.3501 Human Services Group Established.

There is hereby created and established a Human Services Group of the County of San Bernardino.

12.3502 Components of the Human Services Group.

The Human Services Group shall consist of organizational units, which are charged with providing public assistance on a countywide basis to those residents in need of various public services necessary to improve their socioeconomic plight. The Human Services Group shall include the departments of Children's Services, Child Support, Transitional Assistance, Preschool Services, Aging and Adult Services, and Veterans' Affairs. The Board of Supervisors may add or delete other organizational units or functions as it deems appropriate. For purposes of California Welfare and Institutions Code, section 10800, the Human Services Group shall be designated as the County Welfare Department for the administration of public social services provided under the Welfare and Institutions Code.

12.3503 Assistant County Administrator - Human Services Group.

The Human Services Group head shall be a County Officer in the Unclassified Service and shall carry the title of Assistant County Administrator - Human Services Group, hereinafter referred to as ACA - Human Services Group.

12.3504 Appointment of the Assistant County Administrator - Human Services Group.

Appointment of the ACA - Human Services Group will be made by the Board of Supervisors.

12.3505 Responsibility of the Assistant County Administrator - Human Services Group.

The ACA - Human Services Group will be responsible for the Human Services Group and for establishing and administering policy and procedures for the Human Services Group and its included organizational units and shall coordinate and advise on human service programs with other County organizational units and with representatives of business and industry. The ACA - Human Services Group will serve as assistant to the Administrative Officer on matters related to public social services. Pursuant to Welfare and Institutions Code, Section 10801, the ACA - Human Services Group shall be designated to serve as "County Director" of the County departments providing and administering public social services under Section 12.352 herein without additional compensation.

12.3506 Authority of the Assistant County Administrator - Human Services Group.

(a) The ACA - Human Services Group shall be the appointing authority over those employees within the Human Services Group whose appointments are not otherwise provided for by Charter or General Law including an Associate Administrative Officer and Deputy Administrative Officer(s). The ACA - Human Services Group shall have the power to delegate in writing this appointing authority to his or her subordinates. Pursuant to Section 10801 of the Welfare and Institutions Code, the Board of Supervisors is the appointing authority of the "County Director" of the County departments providing and administering public social services under Section 12.352 herein. Pursuant to Section 970 of the Military and Veterans Code, the Board of Supervisors is the appointing authority of the County Veteran Service Officer.

(b) The ACA - Human Services Group shall have the power of general administrative supervision and coordination over the operations of each department, division or district within the Human Services Group. The ACA - Human Services Group may direct such action as he or she deems appropriate to exercise any power or jurisdiction or to assume or discharge any responsibility, or to carry out or effect any of the purposes vested by law in any officer, employee, department, division or district in the Human Services Group, except as otherwise provided by Charter or General Law.

(c) The ACA - Human Services Group shall have the power to reorganize the Human Services Group, or any department, division or district within the Human Services Group, and in connection with such reorganization, the ACA - Human Services Group has the power to transfer personnel from one department, division or district within the Human Services Group to another.

(d) Subject to the overall supervision and direction of the Administrative Officer, the ACA – Human Services Group shall be responsible for the preparation and compilation of the annual budget of the Human Services Group and shall be responsible for its administration after adoption.

(e) The ACA - Human Services Group is authorized to develop and implement County rules and procedures for welfare-to-work programs consistent with the San Bernardino County CalWORKS Plan and state and federal law.

Adopted Ordinance #1871 (1973); Amended Ordinance #2809 (1983); Amended Ordinance #3390 (1990); Amended Ordinance 3771 (1991); Amended Ordinance 3679 (1996); Amended Ordinance #3710 (1998); Amended Ordinance 3786 (2000); Amended Ordinance 3908 (2004); Amended ordinance #3936 (2004); Amended Ordinance 3947 (2005);